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ODP 83-1192

16 AUG 1983

MEMORANDUM FOR: Executive Officer, DDA

FROM:

Director of Data Processing

SUBJECT:

Luncheon Briefings for the Brookings
Institution's Public Policy Conference for
Corporate Executives on Understanding Federal
Government Operations, 1983/84

The Office of Data Processing nominates the following
officers for the Brookings luncheon briefings:

<u>Name</u>	<u>Title</u>	<u>Mailing Address</u>	<u>Extension</u>
	D/ODP	2D0105 Hqs	
	DD/ODP	2D0105 Hqs	
	DD/P/ODP	2D0105 Hqs	

ODP

(16 August 1983)

Distribution:

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- Addressee
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15 AUG 1983

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

EO/DDA

7D-18 Hqs.,

EXTENSION

NO.

ODP # 83-1187

DATE

15 AUG 1983

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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1. D/Data Processing
2D-80 Hqs.

15 AUG 1983

15 AUG 1983

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16 Aug 1983

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EDITIONS

5 AUG 1983

ODP # 83-1187

DDA 83-1991/2
15 August 1983

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Information Services
Director of Logistics
Director of Medical Services
Director of Security
Director of Training and Education

FROM:



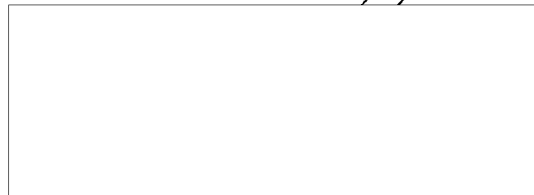
Executive Officer to the DDA

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SUBJECT: Luncheon Briefings for the Brookings Institution's
Public Policy Conference for Corporate Executives on
Understanding Federal Government Operations, 1983/84

Attached herewith is a copy of a memorandum sent to key Agency officials requesting their participation in Subject luncheon briefings. In keeping with our expected participation in these activities, please nominate three middle-to senior-level officers from your Office who will serve as luncheon table hosts and as discussants during the briefings. Please forward the officers' titles, mailing addresses, and extensions to me for consolidation and transmittal to the OTE Special Programs Officer. It would be appreciated if you would forward your list to me by close of business 24 August.

Attachment



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83-1991

OTE 83-6068

9 AUG 1983

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
General Counsel
Inspector General
Comptroller
Director, Equal Employment Opportunity
Director of Personnel
Director, Office of Legislative Liaison
Director, Public Affairs Office

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Luncheon Briefings for the Brookings Institution's
Public Policy Conference for Corporate Executives on
Understanding Federal Government Operations, 1983/84

1. The Brookings Institution has requested that the Agency participate in its Public Policy Conference for Corporate Executives on Understanding Federal Government Operations. This is to request that you and your Deputy serve as host, at one of twelve luncheon briefings in 1983/84. We also ask your cooperation in identifying members of your staff to participate as table hosts and discussants in the briefings.

2. Dates for the 1983/84 programs are attached. The format for the programs will continue as in the past: luncheon in the Executive Dining Room at 1200 hours, followed by a briefing in the DCI Conference Room at 1300 hours concluding at 1400 hours. You or your Deputy would serve as hosts for the sessions, with middle- to senior-level Agency officers participating as luncheon table hosts and discussants during the briefing. The latter will consist of a 10 to 15 minute overview of the CIA and the Intelligence Community by the host, followed by a question and answer period in which the Agency discussants, selected for their geographic and functional expertise, will participate by answering questions from the Brookings Conference visitors. The cost of the luncheons are borne by the Brookings Institution.

**SUBJECT: Luncheon Briefings for the Brookings Institution's
Public Policy Conference for Corporate Executives
on Understanding Federal Government Operations, 1983/84**

3. I hope that these programs will continue to receive your support. Will you please forward a list of discussants with titles, geographic areas of expertise, office mailing addresses and telephone extensions to [redacted] OTE Special Programs Officer, 1022 Chamber of Commerce Building. Your Executive Officer should contact [redacted] if there are any questions regarding the preparation of these lists. She may be reached on extension [redacted]

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Harry E. Fitzwater

Harry E. Fitzwater

Attachment:

As stated

Distribution:

- 1 - Each Addressee w/att
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OTE/SPS [redacted] mrp(5August1983)

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ATTACHMENT

SUBJECT: Luncheon Briefings for the Brookings Institution's
Public Policy Conference for Corporate Executives
on Understanding Federal Government Operations, 1983/84

The dates for the 1983/84 Brookings Luncheon Briefings
are as follows:

21 October 1983
18 November 1983
9 December 1983
13 January 1984
10 February 1984
9 March 1984
23 March 1984
6 April 1984
11 May 1984
25 May 1984
8 June 1984
22 June 1984